

State of California
Department of Water Resources

Urban Streams Restoration Program
Grant Application Package
Fiscal Year 2004-2005

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**Department of Water Resources
Urban Streams Restoration Program
Fiscal Year 2004-2005
Grant Application Package**

I. Grant Summary

Introduction:

The Department of Water Resources (DWR) is soliciting applications for Urban Streams Restoration Program (USRP) grants. USRP supports actions that reduce property damage caused by flooding and bank erosion, restore the natural value of streams, and promote community stewardship. Grants can fund projects as simple as a volunteer workday to clean trash or remove exotic plants from neighborhood streams, and projects as complex as complete restoration of a stream to a naturally functioning state. If you are interested in applying for a grant, this application package will explain what types of projects qualify and how to apply.

Funding Available:

USRP received \$5 million with the passage of the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002 (Proposition 40). DWR is accepting applications for \$4.575 million in fiscal year 2004-2005 grant funding. DWR's deadline to receive applications at the DWR Sacramento Office (see address at the end of this document) is 4:00 pm on January 25, 2005. Projects selected for funding will be announced by late May 2005. These projects should be completed by May 2007.

Applicant Eligibility:

All potential projects must have two sponsors: a local agency and a community group. Either entity may act as the primary sponsor for the project.

If the sponsor is a local public agency, the co-sponsor must be a non-governmental entity or a private citizen's group or organization, such as a club or charitable foundation. If the sponsor is a private citizen's group or organization, the co-sponsor must be a local public agency, such as (but not limited to) a public parks agency, a water district, a city, a county, or a resource conservation district.

A local community conservation corps may act as sponsor or co-sponsor for a project, and will fulfill the requirement for either the local agency or citizens group, depending on its legal status. For a definition of local community conservation corps, see the California Code of Regulations (CCR), Title 23, Section 451.1(j) (Attachment 1).

Project Eligibility:

What kinds of projects qualify?

All potential grant projects must have flood management or erosion control as a primary objective. Projects must also maintain or enhance the environmental characteristics of a stream or restore a stream or channelized stream to a more naturally functioning ecosystem. Additionally, projects should promote public awareness and local stewardship of streams by including the community in planning, implementing, monitoring or maintaining the stream restoration project.

What sorts of places can be restored?

- Natural urban creeks, streams or small rivers - even if they flow only during the rainy season
- Channelized or culverted creeks in urban areas
- Greenbelts or designated open space areas adjacent to an urban creek or a small river that serve as flood management features

Types of projects eligible for funding are outlined in CCR, Title 23, Section 451.3 and include the following:

- (a) Projects designed to organize and/or supervise volunteer labor to clear debris from stream channels and perform erosion control and bank stabilization work.
- (b) Projects designed to develop and implement stream restoration plans.
- (c) Projects designed to use bioengineering techniques to install plant materials, rock, netting, mulch, wood fencing, irrigation or drainage systems necessary to control erosion or stabilize banks.
- (d) Projects designed to remove culverts or storm drains as needed to stabilize and restore channels or accomplish flood control objectives.
- (e) Projects designed to carry out nonstructural flood control actions that contribute to the goal to protect, restore and enhance natural stream environments, including the acquisition of land, and the elevation, relocation and/or floodproofing of structures.
- (f) Projects that utilize local community conservation corps and other nonprofit corporations for local stream clearance, flood mitigation and cleanup activities.

For purposes of this program, “urban stream” is defined as “a creek which crosses built-up residential, commercial, or industrial property, or which crosses land where, in the near future, the land use will be residential, commercial, or industrial” (Water Code, Section 7048(e)).

The term “stream clearance” refers to removal of garbage, junk and excessive vegetation to allow for more effective geomorphic functioning of the stream, so that there is neither excessive deposition or excessive erosion, while maintaining suitable vegetation and woody debris to provide aquatic and riparian habitat. (CCR, Title 23, Section 451.1(o))

The term “flood mitigation measures” refers to selective removal of excess sediment or debris deposited during a flood event which is likely to deflect or restrict flows and increase flooding or

erosion in the future, bioengineering projects to restore streambanks damaged during storm events, and revegetation efforts to improve the fluvial geomorphology of streams. (CCR, Title 23, Section 451.1 (h))

For more definitions, see CCR, Title 23, Section 451.1. Examples of activities which have been funded in the past include: stream cleanups, vegetation management, bioengineering bank stabilization projects, re-establishment or modification of channels to improve geomorphic function and improve aquatic or riparian habitat, acquisitions of floodplain lands, and removal of flood prone structures.

What kinds of projects do not qualify?

- Exclusively educational or fish and wildlife enhancement projects (though projects that address flooding or erosion *and* include educational and habitat benefits are more competitive than a single purpose project)
- Lakes or reservoir enhancements
- Wetlands or marsh projects, except where restoration will reduce flooding or erosion on an adjacent urban stream
- Exclusively planning projects without a defined and certain implementation commitment (Planning projects must contain an action component indicating that on-site work will be performed. Projects that have completed the planning process and received permits and authorizations are generally preferred.)
- Mitigation for development or other projects (though USRP can fund restoration activities which are above and beyond mitigation requirements at the same site if clearly distinguished from mitigation work)

II. Program/ Project Requirements

Local Contributions:

One of the goals of the Program is to promote awareness and stewardship of community streams; therefore, the grant review team looks for evidence of significant local involvement in the project. While no specific amount of local matching funds is required to receive a grant, the grant applicant or community must contribute something to the project. The contribution may be a financial match of the grant, an in-kind contribution, or a combination of both. Typically, this contribution covers at least 20% of the total project costs.

Examples of these types of contributions include:

- Labor
- Materials
- Expertise for activities such as planning, design, permitting, implementation, monitoring, follow up work, or project interpretation
- Heavy Equipment
- Rights of Way, Easements
- Money

Grant applicants may also solicit matching funds from private companies. Companies could match in part or in whole the dollar amount of the grant awarded by the State to the applicant. Local chambers of commerce may provide assistance in locating companies willing to donate

matching funds. Applications with funding from more than one source are generally more competitive.

California Environmental Quality Act:

For projects awarded urban stream grants, project sponsors are solely responsible for meeting compliance requirements of the California Environmental Quality Act (California Public Resources Code, Sections 21000-21177). For details on CEQA, refer to the following website: <http://ceres.ca.gov/ceqa>. CEQA requirements may be met after the grant applicant has been found eligible; however, both resolutions should state how CEQA compliance will be met. Grant funds for construction will be available only after the project is in compliance with CEQA and other applicable environmental laws. Funds for planning and document preparation may be available prior to CEQA compliance if budgeted for in the grant work plan budget.

The grant review team will consider whether CEQA requirements have been met at the time of application when assessing grantees readiness to proceed with the project.

Permits:

Project sponsors are solely responsible for complying with permitting requirements for their project. As part of the application, sponsors must identify expected required permits, state whether they have received or begun the process to obtain permits, and indicate which permits could significantly delay project implementation. Prior to construction, sponsors must provide an updated checklist indicating that applicable permits have been secured.

A project permitting template (Attachment 2) is provided to help you identify potential permits that may be required for your project. Actual permits required will depend on the size, scope and location of your project. For additional information, please refer to the permitting page on the USRP web site:

www.watershedrestoration.water.ca.gov/urbanstreams/references/regulatoryinfo.cfm.

The grant review team will take permit status under consideration when assessing grantees readiness to proceed with the project.

National Flood Insurance Program:

If your community is a participant in the National Flood Insurance Program (NFIP), you may be required to provide engineer certified topographic data and/or hydrologic and hydraulic analyses to support a letter of map revision (LOMR) for your project site. Contact your local floodplain administrator to discuss your project and determine whether this requirement applies to you. For assistance with identifying your floodplain administrator, contact Carmelia Henderson, Federal Emergency Management Agency, at (510) 627-7194.

For more information on NFIP, see the FEMA website at www.fema.gov/fima/nfip.shtm, or contact Bill Hom, Department of Water Resources, at billh@water.ca.gov or (916) 574-0633.

Urban Water Management Plans:

If the agency partner is a water supply agency, the Urban Water Management Planning Act (California Water Code Section 10610 et seq.) requires DWR, in determining eligibility for grant

funding, to consider whether an applicant that is subject to the UWMPA has submitted an urban water management plan in compliance with the UWMPA. Applicants must provide documentation with their application that they and any of their partner agencies for the purposes of this grant application have a complete Urban Water Management Plan or are not subject to the UWMPA.

If the applicant or partners are Urban Water Suppliers and do not have an Urban Water Management Plan determined to be complete by DWR, the application **will not** be eligible for funding.

If you have questions regarding compliance with the Urban Water Management Planning Act, please contact David Todd at (916) 651-7027 or dtodd@water.ca.gov.

Working on Private Property:

An application may propose work on private properties; however, to be competitive the project should also result in a larger community benefit.

Acquisition Projects

Acquisitions are eligible for funding if they are part of a larger project to provide a flood or erosion control benefit while enhancing and restoring the natural environment. Property rights generally should be acquired by the local agency co-sponsor from a willing seller. Project sponsors will be required to submit appraisal and preliminary title reports prior to acquisition funding. Additional requirements include a long-term maintenance agreement and sufficient notification to adjacent landowners regarding the potential acquisition.

Follow Up Work:

By their nature, streams are dynamic systems and may be significantly altered by storm events, to the point of requiring additional work to protect property and maintain habitat values. Bioengineering and other non-structural flood management approaches, though generally considered relatively low maintenance projects, may require some follow up work to ensure their effectiveness. While the USRP does not fund general long term maintenance, specific follow up work to ensure project success may be included as part of the project budget and workplan. Funding for these activities will be subject to availability of funds. Funds for projects awarded in 2005 are currently available through May 2007.

III. Grant Review Process and Evaluation Criteria:

DWR staff will review all grant applications to determine if they are complete and meet the minimum requirements for funding. Eligible applications will then be reviewed by members of an interdisciplinary team of professionals representing the Departments of Water Resources, Fish and Game, and other State resource agencies including engineers, ecologists, planners, and fish and wildlife biologists. The reviewers will evaluate the proposals and rank their performance against the following criteria (CCR, Title 23, Section 451.5(a)):

- (1) Is the project designed to relieve the magnitude or severity of flooding and/or to protect property and resources from bank failure?
- (2) Is the project planned in conjunction with or in lieu of local flood control projects, and would it result in implementation of more environmentally sensitive flood management approaches than would otherwise be implemented? (Note: Any project that directly conflicts with federally authorized and funded flood control projects shall not be funded under this program without the consent of the Director.)
- (3) Does the project use cost effective, low maintenance bioengineering techniques for flood damage reduction while protecting, restoring and enhancing natural environmental values?
- (4) Does the project restore culverted or channelized segments to a condition which optimizes fish passage conditions in fish bearing streams and the natural, recreational, and aesthetic values of the stream consistent with flood control objectives?
- (5) Does the project incorporate non-structural methods to reduce urban flooding and erosion and maintain or improve environmental and social benefits?
- (6) Does the project incorporate riparian restoration techniques that improve habitat for fish and wildlife?
- (7) Does the project enhance aesthetic, recreational and economic values?
- (8) Does the project enjoy broad based public and institutional support?
- (9) Does the project incorporate significant participation of local agencies and citizens' groups in project planning, design or implementation? Do the sponsors share in the project costs by providing funds or in kind contributions (i.e. administrative/technical services, labor, materials, or equipment)?
- (10) Does the project provide for collection and distribution of information of value to the public regarding either the community involvement or technical aspects of natural stream restoration?
- (11) Is the project consistent with all relevant local land use, water management or general plans?
- (12) Is the project important as an innovation or unprecedented departure in the field of stream restoration?
- (13) Is the project of value to the general public?
- (14) Is there a particular need for timely action on this project?
- (15) Are other funding sources available to the applicant? Is the Department the only likely funding source for this project? Will providing this grant allow implementation of a larger, collaborative, multi-objective project?
- (16) Is there a need for continuity and final implementation of plans previously funded by the Program?

After weighing the merits of the proposals against available program funds, the reviewers and DWR staff will recommend awards to the Director of DWR. The team may recommend a lower level of funding than the application requests if the applicant can still implement a meaningful

portion of the proposed work or can raise the difference in funding from other sources. The team will also consider the location and size of proposed projects to provide for a reasonable geographic distribution of projects and a balance between small and large projects as specified in Water Code Section 7048(b)(3).

Once a project is selected for funding, a grant agreement must be negotiated to transfer the grant award to the applicants, as outlined in CCR, Title 23, Section 451.6. All sponsors and co-sponsors must sign the grant agreement (for a draft agreement, refer to the USRP website at www.watershedrestoration.water.ca.gov/urbanstreams after November 22, 2004). Grant payments are paid in arrears (payment is made only after proof is shown that work is completed). Grantees can generally expect payment approximately 45 days after submitting invoices.

Timeline for FY 2004-05 Cycle:

Below is a timeline for the FY 2004-05 application process.

Application cycle begins:	November 10, 2004
Applications due:	January 25, 2005
Urban Streams staff contacts semi-finalists to arrange for site visits:	April 13, 2005
Staff sends a list of recommended projects sent to DWR Director:	May 9, 2005
Staff notifies successful applicants:	May 24, 2005
Grant agreements executed:	September 5, 2005 (earlier, if successful applicants have all necessary documentation prepared)

IV. Application Requirements

How to Apply:

- 1. Read the application materials carefully and decide if your project appears likely to qualify for a grant.**
- 2. Contact your regional USRP representative to discuss your project and receive a Proposal Identification Number (See Contact Information on Page 12).** You are also invited to send by email or fax a one-page description of your project for feedback prior to completing your application. If time permits, staff may be able to provide suggestions to help you complete your application.
- 3. Arrange for an appropriate sponsor and co-sponsor for the project (see discussion on Applicant Eligibility on Page 2).**
- 4. Acquire the required resolutions or letters of intent with appropriate signatures.** Both the sponsor and the co-sponsor group are required to submit a resolution of support for the proposed project. (For administrative purposes, it is usually desirable to designate a position rather than a specific individual when providing designations of those with authority.)

Public Agency Resolution:

If you are a local public agency, you must submit a resolution either stating that your agency is sponsoring the project or is aware of the plans and will act as co-sponsor, if the citizen's group is sponsoring the project. Your resolution must also explain how your agency has addressed or will address CEQA, designate a person (by title of position) from your agency to sign a grant contract, and designate a person (by title of position) to act as Project Manager. The Project Manager should be the same person designated in the citizens group resolution and will have authority to delegate responsibility for various tasks, including submitting invoices to DWR for reimbursement. (See Attachment 3 for a sample resolution for local public agencies.)

If the resolution cannot be drawn up and adopted before the application is due, a letter of intent will be accepted until the resolution can be submitted. This letter should be signed by a mayor or city manager, if a city is applying; a chairperson of the board of supervisors, if a county is applying; or the manager or director, if a water district or agency is applying. If one of these people is not available, the signature of a designated staff person or assistant will be accepted. The letter must state support for the project, accept responsibility for compliance with CEQA, and state when the resolution will be sent to DWR.

Private Citizen's Group Resolution:

If you are a private citizens' group or organization, you need a resolution from the board of directors stating that the board is the sponsor of the project or that it supports the project if the local government agency is the sponsor. The resolution must also designate a person (by title of position) from your organization to sign a contract, and a person (by title of position) to act as Project Manager. The Project Manager should be the same person designated in the agency resolution and will have authority to delegate responsibility for various tasks, including submitting invoices to DWR for reimbursement. The resolution should also state how CEQA compliance will be met. (See Attachment 4 for a sample resolution for citizen's groups.)

If there is no time to get a resolution drawn up before the due date, a letter of intent signed by the chairperson or designated assistant of the chairperson will be accepted. The letter must express support for the project and state when the resolution will be sent to DWR.

Notes for both parties:

Both resolutions must designate the same person by title of position to act as the Project Manager. This may be someone from the local agency, the citizen's group or another party (see information on ad hoc groups below).

If not submitted with the application, resolutions must be submitted before the contract will be approved, if the project is awarded a grant. Grant reviewers may consider whether resolutions are included in the application packet when evaluating readiness to proceed with implementation.

Ad hoc groups:

An ad hoc group may act as the citizens group sponsor for the project. Usually in this case, the governmental co-sponsor will act as the fiscal agent to submit invoices to DWR. However, if the governmental co-sponsor will not have staff acting in this

capacity, the sponsor must secure a fiscal agent, in the form of another local agency or an organization having nonprofit status. The fiscal agent must submit a letter or resolution stating support for the project and agreeing to act as agent, and show evidence of federal tax-exempt status. The fiscal agent submits all documentation to the State and receives funds from the State on behalf of the sponsor and co-sponsor.

5. Properly complete and have designated representatives sign the original application

Applications must have the appropriate signatures from authorized representatives of the sponsor and co-sponsor. (**Note:** at least one copy of the application's Proposal Identification Page must have original signatures from **both** parties. FAX copies will not be accepted in place of an original.)

6. Assemble supporting approvals or documents

a. Maps and diagrams of the project, including:

- Regional and site location maps, indicating access to and ownership of the site
- State and federal floodplain maps for the project area that show the location of the project relative to mapped flood zones as applicable (not required for creek cleanups)
- Cross-section diagrams and a plan view of proposed site work
- GPS project location information for a single point within the project reach (latitude and longitude)

b. Plans and specifications: Include plans, site designs or other materials that clearly explain the proposed project. The level of detail will depend on the size of the project. If separate documents are included with your application, copy the most relevant pages and reference the document in your application. The grant review team may propose to modify or adjust the initial project plans somewhat. The proposals may be part of any grant offer.

c. Project photographs: Include labeled digital photographs of the project site clearly showing flooding or erosion problems and locations of proposed stream restoration work. Color xerox pictures are acceptable for the hard copy of the application. Including clearly labeled historic photographs of the stream is encouraged.

The Department will require all grant recipients to provide additional photo documentation during and after implementation of restoration projects.

d. A preliminary workplan: Include work grantees expect to do with their own work forces and work they expect to have done by others.

e. A detailed estimated budget which includes:

Cost of stream restoration

- You may include funds needed for planning and design, project management, community outreach and coordination, permitting, construction, follow up work and monitoring (if planned). Please number and provide subtotals for each section of the budget (See Attachment 5 for sample budget. If you intend to contract out work for this project, you may want to modify your budget format somewhat to ensure that invoices from contractors implementing the project will be consistent with your proposed budget.)

Labor costs

- Include estimated hourly rate and hours required for completion of tasks (check the Department of Industrial Relations website at http://www.dir.ca.gov/DLSR/statistics_research.html#PWD for current prevailing wage determinations)
- Include estimated costs for volunteer time as in-kind contributions (typical volunteer in-kind rates vary depending on task, experience and local prevailing wage rates). Note that recent changes to Labor Code, Section 1720.4 may affect your estimation of labor costs.

Incidental Costs

Reasonable necessary administrative expenses may be included and will depend on the complexity of the project preparation, planning, coordination, construction and acquisition. Such costs are necessary costs incidentally but directly related to the construction or acquisition of the project, including an appropriate pro-rata allocation of the overhead and administrative expenses that are regularly assigned to all such projects in accordance with the standard accounting practices of the grantees.

Costs of materials & equipment

Show cost breakdown and include donated materials as in-kind contributions.

Acquisition Costs (if applicable)

Complete Attachment 6 and include with the budget.

Timeline

Include estimated implementation dates for various project tasks

- f. Appropriate permits:** Applicants are required to indicate the type of permits necessary to complete the project, permitting submittal and acquisition status, and potential project delays due to permitting (see Attachment 2 for Project Permitting Template). Permitting costs may be included in the application budget and will be reimbursed once a grant agreement is in force if the project is selected for funding.
- g. Letters of support:** All other letters of support from community groups, nonprofit organizations, or politicians must be sent in with the grant application or as soon as possible after the due date. If these letters are not included with the grant application, they might not be included in the review. Please be sure these letters clearly state the name of the stream and the project sponsor. One of the selection criteria for project eligibility is community support. Letters with specific commitments to participate carry more weight than those voicing general support.
- h. Letters from landowners:** If the project site is not owned by one of the project sponsors, include letter(s) from the property owner(s) stating support for the project and willingness to manage the stream in accordance with goals of the program.

Fill out the checklist on Page 2 of the application form to assure the completeness of your application. Incomplete applications will be disqualified.

Submit the following to DWR:

- **one hard copy of the application with original signatures and all supporting documents,**

- one electronic copy of the application questions on CD, and
- EITHER electronic copies of all supporting documents (on the CD with the application) as PDF, Word, or Excel files
- OR six hard copies of the supporting documents.

DWR must receive your application package by 4 pm on January 25, 2005.

(If complying with the electronic copy requirement would be a hardship for your organization, please contact your regional USRP staff member for assistance.)

Contact Information:

Program Coordinator:

Sara Denzler (916) 651-9625 email: sdenzler@water.ca.gov

Northern California:

Margie Graham (530) 529-7330 email: margieg@water.ca.gov

Central California – Bay Area:

Kurt Malchow (916) 651-9627 email: kurtm@water.ca.gov

Central California:

Sara Denzler (916) 651-9625 email: sdenzler@water.ca.gov

Susan Oldland * (916) 651-9626 email: susano@water.ca.gov

Southern California:

Susan Woolam (818) 543-4630 email: susanw@water.ca.gov

*after January 15, 2005

Application Deadline/ Mailing Address:

Please remember that DWR must **receive** your signed application package, as described above, by 4 pm on January 25, 2005.

Mail to:

State of California
Department of Water Resources
Division of Planning and Local Assistance
Urban Streams Restoration Program
P.O. Box 942836
Sacramento, CA 94236-0001

Attention: Sara Denzler, Program Coordinator

For overnight deliveries, send to:

State of California
Department of Water Resources
Urban Streams Restoration Program
1416 Ninth Street, Room 338
Sacramento, CA 95814
Attention: Sara Denzler, Program Coordinator

Proposal Identification Number: _____ (Assigned by DWR)

Stream Name: (if more than one stream, please list in the additional entry below)

Total Project Budget \$	Total Grant Request \$

Portion of grant request for property acquisition (if applicable) \$

GRANT APPLICATION
Urban Streams Restoration Program

Fiscal Year 2004-2005

State of California
Department of Water Resources
Division of Planning and Local Assistance

This is not the complete application packet, only the portion to be filled out. To obtain necessary information such as application instructions, program regulations and sample budgets, please refer to the complete application package on the web at:
<http://www.watershedrestoration.water.ca.gov/urbanstreams/appcycle/>

DWR must receive all items on the following list no later than 4 pm on Tuesday, January 25, 2005:

- One hard copy of the application with original signatures and all supporting documents
- One electronic copy of the application on CD
- AND one of the following:

Electronic copies of all supporting documents (on the CD with the application) as PDF, Word®, or Excel® files

OR

Six hard copies of the supporting documents

This application form will not be accepted as an e-mail attachment. If you are unable to provide an electronic copy of your application on CD, please contact your regional staff contact (see page 12 of the Application Instructions).

Please limit the total length of this application form (questions and answers) to no more than 20 pages (not including attachments such as budgets, resolutions, photos, and support letters), using a minimum of 11 point font for word processing.

IMPORTANT

Once you have completed the application, return to this page and make sure ALL items on the checklist below have been included in the application package before submittal.

- ☐ One hard copy of the application. Must have an **original signature** from **both** a sponsor and cosponsor representative (see Section 1a and 1b of the application).
- ☐ One electronic copy of the application on CD.
- ☐ Electronic copy of all supporting documents (on CD) as PDF, Word®, or Excel® files **OR** six hard copies of the supporting documents.
- ☐ Sponsor resolution, or letter of intent to pass a resolution, including how the California Environmental Quality Act (CEQA) will be addressed.
- ☐ Cosponsor resolution or letter of intent to pass a resolution, including how CEQA will be addressed.
- ☐ Maps, project diagrams, and (if available) plans/specifications.
- ☐ Proposed budget.
- ☐ Project site photos.
- ☐ Project Permitting Template (see Attachment 2 in application instructions).
- ☐ Acquisition Schedule, **only if** the project is using grant funding to acquire property.

Please remember that DWR must receive all application materials by 4 pm Tuesday, January 25, 2005 at the following address:

**State of California
Department of Water Resources
Division of Planning and Local Assistance
Urban Streams Restoration Program
Attention: Sara Denzler, Program Coordinator
P.O. Box 942836
Sacramento, CA 94236-0001**

For overnight deliveries, mail to:

**Attention: Sara Denzler
Department of Water Resources
Urban Streams Restoration Program
1416 Ninth Street, Room 338
Sacramento, CA 95814**

A. Project Information:

An application can be submitted by agencies, city councils, boards of directors, districts, citizens groups, local conservation corps, or nonprofit organizations. Refer to the Application Instructions for detailed instructions while filling out this application. (Note: applicant and cosponsor cannot both be governmental; however, one must be.) If possible, please minimize the use of abbreviations, except for State (CA).

I. Project Sponsor and Cosponsor:**a) Organization or government agency submitting the application:**

Name of Project Manager:	(prefix, first, last)		
Name of Organization or Agency:			
Street Address:			
City:		Zip Code:	
Area Code/Telephone:		Extension:	
Fax:			
E-mail:			
County:			
Name and title of official representing agency or organization:			
(prefix, first, last, position title)			

Representative signature: _____ Date: _____

b) Organization or government agency cosponsoring this application:

Contact Name:	(prefix, first, last)		
Organization or Agency:			
Street Address:			
City:		Zip Code:	
Area Code/Telephone:		Extension:	
Fax:			
E-mail:			
County:			
Name of Official representing agency or organization:			
(prefix, first, last, position title)			

Representative signature: _____ Date: _____

c) If the applicant is an unincorporated citizens group and using a nonprofit organization as fiscal agent to submit the application, indicate the following:

Name of person representing nonprofit:	(prefix, first, last)		
Name of organization acting as fiscal agent:			
Street Address:			
City:		Zip Code:	
Area Code/Telephone:		Extension:	
E-mail:			
Federal Nonprofit ID number:			

- d) List other project endorsers and participants, including property owners if not the sponsor or cosponsor (*please attach letters from the individuals or organizations listed here*):

II. Project Site

- a) What is/are the names(s) of the stream(s) or creek(s) you are planning to restore? In what city or unincorporated community, county, and legislative districts is your project located?

Name of Stream(s):			
City or Community:			
Please list all counties the stream runs through in the spaces below:			
GPS Latitude:	Degrees N:	Minutes:	Seconds:
GPS Longitude:	Degrees W:	Minutes:	Seconds:
Senate District Number and name of representative(s):			
Assembly District Number and name of representative(s):			
Congressional District Number and name of representative(s):			

- b) Does your project site meet the definition of “urban stream”? (see page 2 of the application instructions for definition) Is it in an area developed for residential, commercial, or industrial use? If not, is it designated for such development in an adopted general plan?

- c) Is your project site in a community that participates in the National Flood Insurance Program? Yes ☐ No ☐

If yes, have you contacted your local floodplain administrator to discuss your project?

- d) Is a water supply agency co-sponsoring this project? Yes ☐ No ☐
If yes, do you have a complete urban water management plan?

- e) If your project includes any land acquisitions, describe the acquisition, including type (fee title, easement, etc.), size, and benefit of purchasing the property or interest. Explain any property restrictions and/or encumbrances that could impact the project proposed for this site. Also discuss whether an appraisal has been completed and whether the owner has agreed to the appraised price.

- f) Please attach a map locating your project site that includes the regional context and local access to the site. Also indicate name of property owner(s) on the map.

- g) Please provide photographs of your site, clearly showing site and problems to be addressed. (Color copies are acceptable for hard copies, along with digital photos.)

B. Application Questions:

Please read the application instructions carefully and then answer all the following questions. An incomplete application will be disqualified. Your answers to all questions must total no more than 20 pages in length (not including attachments) using a minimum of 11 point font size for word processing.

- 1. Summarize your proposed project in one-half page or less and explain how it meets the goals of the USRP, including contributing to the reduction of property damage from floods or bank failure, enhance environmental values, and promoting community stewardship.**
- 2. Describe how the stream relates to the larger watershed. Discuss the historical and current conditions in the watershed. Please include information on the following if available.**
 - a. Describe hydrologic conditions. Include information on type of stream (perennial, intermittent, ephemeral), land use changes, channel configuration (natural, channelized, culverted. Etc.), and factors affecting stream function such as dams or constrictions.
 - b. Is there a watershed planning effort under way for this stream? If so, please describe.
- 3. Describe the project site conditions in the context of the stream reach.**
 - a. Discuss flooding/erosion problems at the site, including information on property damage, bank failure, sedimentation and safety hazards.
 - b. Discuss environmental concerns about vegetation (e.g. natives, exotics), wildlife and aquatic species habitat, water quality and other issues.
 - c. Are there other stream-related problems?
- 4. Describe the stream restoration or watershed management techniques you will use (see page 3 of the application instructions for examples of previously funded techniques).**

5. Describe the benefits of your project:

- a. How will your project contribute to the health of the watershed?
- b. How will your project reduce flooding, property damage or bank failure (it may do so by restoring the stream system or reducing sedimentation or maintenance problems)?
- c. Will it improve channel form or function?
- d. How will your project restore, enhance, or preserve a riparian environment?
- e. How will your project benefit fish and wildlife?
- f. What stewardship benefits will your project provide (e.g. aesthetic, recreational, social, and/or economic benefits)?

6. Describe how your project relates to the larger flood protection picture, including the following elements:

- a. Is there a larger flood plan/program covering this site?
- b. Is your project a supplement to or being planned in lieu of a local or cooperative local-federal flood control project? If so, please describe the agencies and organizations involved, the stage of the planning process, and the proposed plans.
- c. Will your project implement more environmentally sensitive flood management approaches than would otherwise be implemented?
- d. Will your project fully treat the problems at the project site? If not, please briefly describe the scope and funding needs of other similar projects or phases that would be appropriate to fully address these problems.

7. Describe where you are in the planning and permitting process for this project.

- a. Are there relevant local land use, watershed, water management or general plans?
- b. How is your project consistent with these plans?
- c. Are you requesting funding for planning as well as implementation?
- d. Are there permits you still need to get in order to implement the project? Complete Attachment 2, indicating the permits you have, and the ones you need. If you have completed or will complete the CEQA review process by May 2005, check here: ☐
- e. Describe any possible factors which could significantly delay implementation of the project.

8. Describe the community support for this project:

- a. Does your project enjoy broad-based community and institutional support?
- b. How does your project incorporate participation of local agencies and citizens groups in project planning, design, or implementation? Include community/local agency involvement and their roles and work completed on the project to date.
- c. Discuss any demographic, social, and/or cultural issues that are important to the local community and that will influence design, implementation, and maintenance of the project. Describe the importance of the project site to the local community.

9. What will you submit to the Department of Water Resources to describe the methods and results of your project? The minimum requirement is completing a final report and questionnaire (provided by DWR) and submitting photo documentation of your project before, during and after implementation (digital photos are strongly encouraged).

10. What are your plans for long-term management or maintenance of the stream(s) you are managing or restoring (see Attachment 7 for suggested maintenance activities)? How will you ensure that the property restored will be maintained as a natural stream? What will you do to evaluate the success of the project? (Note: DWR-funded post-project monitoring activities must be completed by Spring 2007) A maintenance plan appropriate to the scope of the project will be required as part of the contract.

11. The legislation authorizing this program requires applicants to provide a local contribution to the costs of the project. This contribution can be monetary, materials, labor, volunteer labor, staff time, or land easements. Please state how you will meet this requirement.

12. Please describe the funding sources for your project.

- a. Please indicate any other grants that you have applied for and/or received.
- b. If you do not receive your DWR grant request, what other options do you have to meet your project objectives?
- c. If your grant proposal is selected for partial funding, what components of your project would you want funded? (list these parts by priority)

- 13. Please attach your proposed budget. Where possible, quantify the components of your planning or design process, the lateral and linear extent of restoration work, labor, materials, and equipment requirements. Indicate tasks to be funded by DWR and by other sources, as well as in-kind contributions (see page 10 of the application instructions for a discussion of items to include in your budget and Attachment 5 for sample budget).**

Note: Insufficient budget information may reduce consideration of your proposal for funding.

- 14. Describe any compelling reason the grant review team should select your project from among the many worthy projects applying for funding this cycle.**

- a. Is there an urgent need to implement your project this year?
- b. Is your project a continuation of previously completed work, and the next phase is crucial for the continued success of the prior work? If so, was the previous work funded by DWR (list project name and year)?
- c. Does your project provide an innovative approach to stream management that might influence imminent projects in your area?

This completes the application questions. *Please return to the checklist on Page 2 of the application to assure the application package is complete before submittal.*

Text of Regulations for Grant Program under the Urban Creek Restoration and Flood Control Act of 1985

(1) In Chapter 2, Title 23, California Code of Regulations, amend Subchapter 2.4, Sections 451.1 through 451.6, inclusive to read as follows:

Subchapter 2.4. Grant Program under the Urban Creeks Restoration and Flood Control Act of 1985.

451.1. Definitions. The words used in this subchapter have the meanings set forth below:

(a) "Bioengineering" is the use of horticultural and landscape planting techniques with living materials, in conjunction with grading, earth moving and conventional soil stabilization structures, to produce a self-repairing, low-cost composite bank or channel.

(b) "Citizens' Group" is an organization of the public which has no official governmental status, including but not limited to clubs, societies, neighborhood organizations, advisory councils, and non-profit local community conservation corps and other non-profit organizations.

(c) "Co-sponsor" means a local agency involved in planning, flood control or waterway management or an individual or citizens' group interested in floodplain management and stream restoration which, jointly with the sponsor, supports and actively participates in a project. There may be more than one co-sponsor for a single project. If the sponsor is a local agency, at least one co-sponsor must be a citizens' group and vice-versa.

(d) "Department" means the California Department of Water Resources.

(e) "Eligible project costs" means reasonable costs associated with carrying out a project as described in section 451.3, including the reasonable costs of organizing community and/or volunteer groups, engineering, land and easement acquisition, legal fees, preparation of the application for funding, preparation of environmental documentation, environmental mitigation, and construction. Costs incurred prior to applying for or entering into a contract for grant funding may be reimbursed at the Department's discretion. Costs that are not eligible include regular operation and maintenance costs, and costs for the purchase of movable equipment not an integral part of the project.

(f) "Endorse" or "Endorser" means a group or individual who expresses written support for a grant application and may or may not have a commitment to actively participate.

(g) "Enhancement" means the process of improving upon current conditions, and may be used to describe a program that would result in a channel gaining desired features, while considering conditions for fish and wildlife. It is distinguishable from "restoration" in that it does not imply merely a return to natural conditions, but may include the provision of recreation or other features that were not part of the natural channel.

(h) "Flood mitigation measures" refers to selective removal of excess sediment or debris deposited during a flood event which is likely to deflect or restrict flows and increase flooding or erosion in the future, bioengineering projects to restore streambanks damaged during flood events, and revegetation efforts to improve the fluvial geomorphology of streams.

(i) "Local Agency" means any political subdivision of the State of California, including but not limited to any county, city, city and county, district, joint powers agency, local community conservation corps agency, or council of governments.

(j) "Local Community Conservation Corps" is a non-profit benefit corporation formed or operating pursuant to Part 2 (commencing with Section 5110) of Division 2 of Title 1 of the Corporations Code, or an agency operated by a city, or city and county, which is certified by the California Conservation Corps under Section 14507.5 of the

Public Resources Code. These organizations may also be referred to as local urban conservation corps or local conservation corps to avoid confusion with the California Conservation Corps.

(k) "Nonstructural" refers to measures which solve flooding or erosion problems without physically changing the dimensions of a waterway. This may include floodplain zoning, land acquisition, flood insurance, watershed management, debris removal, and floodproofing of existing structures by elevating or building a berm around them, but does not include constructing storage reservoirs or lining channels.

(l) "Restore" means to reproduce and reestablish the physical and biological characteristics of a natural channel which would occur at a given location under the current climatic, geologic and hydrologic conditions. Either a natural channel that has been damaged or a channel that has been modified by human efforts can be restored.

(m) "Sponsor" means a local agency involved in planning, flood control or waterway management or an individual or citizens' group interested in floodplain management and stream restoration. which is acting as the principal party making the grant application and which will have primary responsibility for executing the contract, submitting the invoices and receiving reimbursements.

(n) "Stable" and "stabilize" refer to the state or process of bringing a channel to a condition of equilibrium in which the dimensions and gradient are appropriately matched to the watershed and the runoff of water and sediment, with the objective to have a self-maintaining system.

(o) "Stream clearance" refers to removal of garbage, junk and excessive vegetation to allow for more effective geomorphic functioning of the stream, so that there is neither excessive deposition or excessive erosion, while maintaining suitable vegetation and woody debris to provide aquatic and riparian habitat.

NOTE: Authority cited: Section 7048, Water Code. Reference: Sections 7048 and 79062, Water Code.

451.2. Program Purposes.

(a) The Urban Creek Restoration Program is intended to protect, restore, and enhance urban creek channels by combining effective, low-cost flood control with preservation and enhancement of the natural environment. Its purpose is to reduce flooding and erosion in ways which restore the ecological viability of creek environments located in predominantly urban areas, thereby enhancing aesthetic, recreational, and fish and wildlife values.

(b) Urban creek protection, restoration and enhancement are best undertaken at the local level by a combination of local agencies and citizens' groups. Local agencies and citizens' groups have the greatest incentive to make the projects successful. Community participation reduces the cost of the projects and fosters long-term community commitment to maintenance of the projects and affected streams. The Urban Creek Restoration Program is designed to provide assistance from the State to the local effort.

(c) The Urban Creek Restoration Program is designed to contribute to the long-term enhancement and restoration of natural stream corridors in the State of California by encouraging projects which contribute to the education of the public in methods of stream restoration or stream corridor management and develop new techniques and innovative technologies in the field of stream restoration.

NOTE: Authority cited: Section 7048, Water Code. Reference: Section 7048, Water Code, Sections 5907(e)(3) and 5919, Public Resources Code.

451.3 Types of projects for which assistance is available. Planning and financial assistance will be available for projects designed to accomplish one or more of the objectives listed below:

- (a) Projects designed to organize and/or supervise volunteer labor to clear debris from stream channels and perform erosion control and bank stabilization work.
- (b) Projects designed to develop and implement stream restoration plans.
- (c) Projects designed to use bioengineering techniques to install plant materials, rock, netting, mulch, wood fencing, irrigation or drainage systems necessary to control erosion or stabilize banks.
- (d) Projects designed to remove culverts or storm drains as needed to stabilize and restore channels or accomplish flood control objectives.
- (e) Projects designed to carry out nonstructural flood control actions that contribute to the goal to protect, restore and enhance natural stream environments, including the acquisition of land, and the elevation, relocation and/or floodproofing of structures.
- (f) Projects that utilize local community conservation corps and other nonprofit corporations for local stream clearance, flood mitigation and cleanup activities.

NOTE: Authority cited: Section 7048, Water Code. Reference: Sections 7048 and 79062, Water Code.

451.4. Applications for Financial Assistance.

- (a) Grant funding in an amount not to exceed \$1 million per project shall be available for eligible project costs associated with projects described in section 451.3 above. Assistance may be given under the Urban Creek Restoration Program to projects which involve the assistance or participation of Federal or State agencies, so long as those projects are sponsored by at least one local agency and at least one citizens' group.
- (b) The Department shall conduct periodic grant application cycles based upon availability of funding and the existing pool of projects approved for funding. For each grant application cycle, the Department shall notify the public that financial assistance is available. Applications for funding shall be due 75 days after mailing of the notice. When funding constraints require a streamlined application cycle, the notice shall so state and applications for funding shall be due 30 days after mailing of the notice. Applications may be made for projects to be implemented in phases. The Department may require a new application for funding for each phase of a project, and may re-evaluate the project during each successive application cycle. Unfunded applications from a previous cycle may, at the discretion of the Department, be carried over for consideration in the next application cycle.
- (c) Applicants for financial assistance shall file a written application. A complete application shall include, but not be limited to, the following information:
 - (1) A cover sheet identifying all sponsors, co-sponsors, the program manager and any endorsers of the project, and providing information regarding the sponsor's legal authority to submit the application. Attached to the cover sheet shall be a map showing the location of and access to the proposed project site.
 - (2) A summary statement describing the purpose of the project proposal. The summary statement shall address how the project or plan proposes to meet the program objectives set forth in sections 451.2 and 451.3 above and fits within the goals of California Water Code section 7048, and whether the grant will assist in planning or implementation of a creek restoration project, or both.
 - (3) A description of the stream restoration or watershed management techniques the applicant proposes to use.
 - (4) A description of the project's relationship to other flood control projects, which states whether the proposed project and/or plan supplements or would be in lieu of a local or cooperative local-federal flood control project, and whether it is consistent with applicable local land use, water management and/or general plans. If there is any

relationship between the proposed project and other flood control projects, the description shall identify the agencies and organizations involved and summarize the plans and features of the other projects.

(5) A description of the proposed project's use of public participation in planning, design or implementation of the project.

(6) A description of the educational benefits to be derived by the public and any technical advances or demonstrations of new methods of stream restoration or stream corridor management the project may provide. This should include a description of the photographs, charts, videotapes, reports, or other material the applicant plans to develop to illustrate the methods used and the results obtained by the project. At the completion of the project, copies of these materials are to be submitted to the Department of Water Resources, which shall make them available to the public upon request and payment of its reasonable reproduction costs.

(7) A description of plans for long-term management or maintenance of the stream which the project will affect.

(8) A disclosure of other options available to the applicant to carry out the proposed project if the Urban Creek Restoration Program is unable to provide full funding, including other potential funding sources. The applicant shall identify the priority set by the applicant on various project components, to be used in the event partial funding is provided.

(9) A description of all anticipated local contributions to defray the cost of the project, which may include financing, materials, paid or volunteer labor, administrative services, rights-of-way, easements, equipment or landfill fees.

(10) A project budget reflecting all costs associated with the project, and designating specifically costs to be covered by the grant request, costs to be covered by local contributions and costs to be covered by any other source. The budget should quantify costs for planning and design, ground area of restoration work, labor, material and equipment requirements, and display the total project budget in relation to the total amount of the grant request.

(11) A project schedule designating anticipated start and finish dates, and highlighting any times or components which are contingent upon the actions of other entities.

(12) During the administration of this program and the evaluation of applications, additional technical, financial, hydrologic, bioengineering, soil and water quality, environmental, water rights, legal analyses and justifications, and other relevant information may be required by the Department.

NOTE: Authority cited: Section 7048, Water Code. Reference: Sections 7048 and 79062, Water Code.

451.5. Priority for Financial Assistance.

(a) For each application cycle, the Department shall establish a priority list pursuant to the requirements of Water Code section 7048(c), after considering the recommendations of an interdisciplinary team comprised of technical experts from the Department of Water Resources and a representative of the Department of Fish and Game, and based upon the following criteria.

(1) Is the project designed to relieve the magnitude or severity of flooding and/or to protect property and resources from bank failure?

(2) Is the project planned in conjunction with or in lieu of local flood control projects, and would it result in implementation of more environmentally sensitive flood management approaches than would otherwise be implemented? (Note: Any project that directly conflicts with federally authorized and funded flood control projects shall not be funded under this program without the consent of the Director.)

- (3) Does the project use cost effective, low maintenance bioengineering techniques for flood damage reduction while protecting, restoring and enhancing natural environmental values?
- (4) Does the project restore culverted or channelized segments to a condition which optimizes fish passage conditions in fish bearing streams and the natural, recreational, and aesthetic values of the stream consistent with flood control objectives?
- (5) Does the project incorporate non-structural methods to reduce urban flooding and erosion and maintain or improve environmental and social benefits.
- (6) Does the project incorporate riparian restoration techniques that improve habitat for fish and wildlife?
- (7) Does the project enhance aesthetic, recreational and economic values?
- (8) Does the project enjoy broad based public and institutional support?
- (9) Does the project incorporate significant participation of local agencies and citizens' groups in project planning, design or implementation? Do the sponsors share in the project costs by providing funds or in kind contributions (i.e. administrative/technical services, labor, materials, equipment)?
- (10) Does the project provide for collection and distribution of information of value to the public regarding either the community involvement or technical aspects of natural stream restoration?
- (11) Is the project consistent with all relevant local land use, water management or general plans?
- (12) Is the project important as an innovation or unprecedented departure in the field of stream restoration?
- (13) Is the project of value to the general public?
- (14) Is there a particular need for timely action on this project?
- (15) Are other funding sources available to the applicant? Is the Department the only likely funding source for this project? Will providing this grant allow implementation of a larger, collaborative, multi-objective project?
- (16) Is there a need for continuity and final implementation of plans previously funded by the Program?
- (b) Applications reviewed shall be considered for partial funding to increase the number of projects that may be funded. The Department may allocate funds for a project in an amount less than the amount requested in the application. The Department shall also consider the location and size of proposed projects to provide for a reasonable geographic distribution of projects and a balance between small and large projects. The Department will coordinate with CALFED to ensure projects funded are not in conflict the CALFED goals and objectives.
- (c) The priority list shall consist of all projects for which funds are allocated in a given application cycle. The Department may establish a reserve list of projects to which funds may be allocated if applicants on the priority list decline grants, abandon their projects, or otherwise fail to use the entire amount of funds allocated to them. The Department may establish an additional priority list from the remaining pool of qualified applicants if additional funds become available.

NOTE: Authority cited: Section 7048, Water Code. Reference: Sections 7048 and 79062, Water Code.

451.6. Contract Requirements.

- (a) Prior to entering into a contract, representatives of the Department may visit the project site to assess its conditions and needs, and then meet with all the project sponsors, co-sponsors, endorsers, and any other local officials, agencies and/or organizations with an interest in the project to develop a work plan. The work plan shall reflect the specific schedule and components of the project, and incorporate recommendations made by the Department. The work plan shall be attached to and become a part of the contract between the Department and the applicant. The Department may require all individuals or organizations it believes to be integral to the effective completion and long-term maintenance of the project to endorse the work plan.
- (b) The project sponsors must provide an opportunity for public comment, unless the Department waives this requirement for good cause. A public meeting held to adopt a resolution to support the project or accept a grant will satisfy this requirement. Grants that involve trash and debris clean up only may be exempted from the public comment requirement. A contract will be signed by the Department only after the sponsor provides copies of resolutions from the sponsor and all co-sponsors accepting the grant and authorizing specific individuals to sign the contract on the behalf of each.
- (c) The Department may enter into a contract before the sponsors and/or co-sponsors have obtained all applicable permits, but may not disburse any funds to be used for project construction until the sponsors and/or co-sponsors have complied with all applicable federal, State and local laws, rules and regulations, and obtained all required permits.
- (d) All applicable requirements of the California Environmental Quality Act (California Public Resources Code sections 21000-21177) and applicable regulations shall be complied with prior to entering into a contract.
- (e) If a contract is not signed within six months of the date the priority list is approved, the grant may be withdrawn or revised.
- (f) All contracts shall be signed by all the sponsors and co-sponsors. If the sponsor is a citizens' group that is not a non-profit corporation, it must designate a fiscal agent to act on its behalf, and provide evidence that the fiscal agent agrees to so act.
- (g) The contract shall require the sponsors and/or co-sponsors to submit a written report of the project to the Department upon completion. The report must include photographs of planning and restoration activities and techniques.
- (h) The contract shall include, as part of the work plan, a plan for the long-term management or maintenance of the stream which the project will affect.
- (i) The Department may withhold up to 10 percent of the grant amount until the project and final report are complete to the Department's satisfaction.
- (j) During planning and construction the Department may inspect the project at any reasonable time to ensure it is being carried out in accordance with the work plan, and after completion to ensure that it is being properly maintained.

NOTE: Authority cited: Section 7048, Water Code. Reference: Section 7048, Water Code, Sections 5907(e)(3), 5917, 5918 and 5919, Public Resources Code.

DWR URBAN STREAMS PROGRAM PROJECT PERMITTING TEMPLATE

PERMITTING AGENCY	TYPE OF PERMIT	Required?	Applied?	Acquired?	Date anticipated:
State Agencies:					
California Department of Fish and Game	Streambed Alteration Agreement Permit (Sect. 1600)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Coastal Development Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Letter of Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Regional Water Quality Control Board	National Pollutant Discharge Elimination System Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	Water Rights Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	General Industrial Storm Water Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
California Reclamation Board	Permission to encroach on waterways within designated floodways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Lands Commission	Permit required if using State owned property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Office of Historic Preservation	Cultural Resources – Submission of findings to State Historic Preservation Officer (to comply with National Historic Preservation Act Sect. 106)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Federal Agencies:					
U.S. Fish and Wildlife Service	Section 7 consultation if federal nexus or Section 10 Permit: other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers	Clean Water Act Section 404 Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers	Rivers and Harbors Act Section 10 Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Coast Guard/U.S. Army Corps of Engineers	Rivers and Harbors Act Section 9 Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Natural Resources Conservation Service	Consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
National Marine Fisheries Service	Consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local and Regional Planning Agencies:					
City/County	Grading Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City/County	Environmental Health Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
San Francisco Bay Conservation and Development Commission	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tahoe Regional Planning Agency	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local Resource Conservation District	Consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Others (List):					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
California Environmental Quality Act (CEQA) Documentation:					
Exemption (List which one)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Negative or Mitigated Negative Declaration		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental Impact Report		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Sample Resolution for Public Agency

Resolution endorsing application for an Urban Streams Restoration Grant and determining appropriate environmental impact document, conditionally accepting grant if offered, and designating contract manager and fiscal agent.

WHEREAS, the California Department of Water Resources, Division of Planning and Local Assistance, Urban Streams Restoration Program has announced the availability of funds for grants; and

WHEREAS, said grants are intended to help solve flooding and erosion problems in a way that provides environmental enhancement; and

WHEREAS, the _____ (*Citizen's Group*) _____ has proposed to cosponsor a grant application with _____ (*Government Agency Adopting Resolution*) _____; and

WHEREAS, we have concluded the project proposed for funding with the grant funds would be environmentally beneficial and (pick one of the following):

- a) categorically exempt from requirements of the California Environmental Quality Act (CEQA) under one or more of the following exemptions per sections 15300-15329 of the CEQA Guidelines: (select appropriate class[es]) _____;
- b) we have adopted a(n) (identify the name and year of environmental document, e.g., Negative or Mitigated Negative Declaration, Environmental Impact Report, date) _____;
- c) we will comply with all requirements of CEQA prior to implementation of the project.

WHEREAS, we consider the prospects of receiving a grant to be reasonably likely.

NOW, THEREFORE, BE IT RESOLVED

We the _____ (*Local Agency Governing Board*) _____ approve the joint application with _____ (*Citizen's Group*) _____ for an Urban Streams Restoration Program grant.

If offered such a grant, we authorize _____ (*Title of Signatory for Public Agency*) _____ to accept and sign any contract for administration of the grant funds, and _____ (*Title of Project Manager*) _____ to act as Project Manager for the project. We hereby delegate authority to the Project Manager to manage the Agreement, and to delegate authority to others to provide management and support services required for performance of the work and administration of the Agreement. The delegation of authority to submit invoices requires written consent by both grantees which will be provided to the Department of Water Resources.

LOCAL PUBLIC AGENCY

(Signature)

(Title)

Date: _____

Sample Resolution for Private Citizens' Group

Resolution endorsing application for an Urban Streams Restoration Grant and determining appropriate environmental impact document, conditionally accepting grant if offered, and designating contract manager and fiscal agent.

WHEREAS, the California Department of Water Resources, Division of Planning and Local Assistance, Urban Streams Restoration Program has announced the availability of funds for grants; and

WHEREAS, said grants are intended to help solve flooding and erosion problems in a way that provides environmental enhancement; and

WHEREAS, the _____ (Government Agency Cosponsor) _____ has proposed to cosponsor a grant application with _____ (Citizens' Group) _____; and

WHEREAS, we have concluded the project proposed for funding with the grant funds would be environmentally beneficial and (pick one of the following):

- a) categorically exempt from requirements of the California Environmental Quality Act (CEQA) under one or more of the following exemptions per sections 15300-15329 of the CEQA Guidelines: (select appropriate class[es]) _____;
- b) we have adopted a(n) (identify the name and year of environmental document, e.g., Negative or Mitigated Negative Declaration, Environmental Impact Report, date) _____;
- c) we will comply with all requirements of CEQA prior to implementation of the project.

WHEREAS, we consider the prospects of receiving a grant to be reasonably likely.

NOW, THEREFORE, BE IT RESOLVED

We the _____ (Citizens' Group) _____ approve the joint application with _____ (Local Agency Governing Board) _____ for an Urban Streams Restoration Program grant.

If offered such a grant, we authorize _____ (Title of Signatory for Citizens' Group) _____ to accept the grant and sign any contract for administration of the grant funds, and _____ (Title of Project Manager) _____ to act as Project Manager for the project. We hereby delegate authority to the Project Manager to manage the Agreement, and to delegate authority to others to provide management and support services required for performance of the work and administration of the Agreement. The delegation of authority to submit invoices requires written consent by both grantees which will be provided to the Department of Water Resources.

PRIVATE CITIZENS' GROUP OR ORGANIZATION

(Signature)

(Title)

Date: _____

SAMPLE BUDGET AND TIMELINE FOR A RESTORATION PROJECT

TASK	UNIT PRICE	QUANTITY	TOTAL AMOUNT	DWR GRANT	IN-KIND	TIMELINE
1. Labor and Administration						Fall 2005
Project Manager	\$60/hour	480 hours	\$28,800	\$23,800	\$5,000	
Consultant	\$75/hour	160 hours	\$12,000	\$10,000	\$2,000	
Contingency (10% of total)			\$10,000	\$10,000	\$0	
Subtotal – Task 1			\$50,800	\$43,800	\$7,000	
2. Permitting*			\$7,500	\$5,500	\$2,000	Spr 2006
a. USACOE Nationwide Permit #(?)						
b. 401 Permit (Water Quality Certification) – RWQCB						
c. 1601 Permit (Streambed Alteration Agreement) DFG						
d. CEQA – (classification here)						
Subtotal – Task 2			\$7,500	\$5,500	\$2,000	
*Regulatory compliance costs may vary widely due to the scope and size of the project.						
3. Restoration/Bank Stabilization						Fall 2006
Dewatering			\$7,000	\$7,000	\$0	
Re-grade streambanks to 3:1 slope	\$150/lin ft.	600 feet	\$90,000	\$90,000	\$0	
Trench bank toe, install boulders	\$25/lin. Ft.	600 feet	\$15,000	\$15,000	\$0	
Placement of boulders – backhoe	\$25/lin. Ft.	600 feet	\$15,000	\$10,000	\$5,000	
Install riparian vegetation on re-sloped bank and floodplain terrace (crew of 6)	\$90/hour	75 hours	\$6,750	\$5,000	\$1,750	
Install drip irrigation system (crew of 2)	\$30/hour	60 hours	\$1,800	\$1,800	\$0	
Subtotal – Task 3			\$135,550	\$128,800	\$6,750	
4. Materials and Equipment						Fall 2006
Boulders, 12-36"	\$50/ton	40 tons	\$2,000	\$2,000	\$0	
Hand tools for revegetation work			\$450	\$200	\$250	
Irrigation supplies			\$1,700	\$1,700	\$0	
Native plants and materials			\$9,500	\$5,000	\$4,500	
Truck rental			\$4,000	\$4,000	\$0	
Subtotal – Task 4			\$17,650	\$12,900	\$4,750	
5. Monitoring						2006-07
Replacement of lost vegetation/irrigation system maintenance	\$2,000/yr	2 years	\$4,000	\$1,500	\$2,500	
Monitoring site visit	\$100/visit	5 visits	\$500	\$0	\$500	
Production of monitoring report			\$1,000	\$500	\$500	
Subtotal – Task 5			\$5,500	\$2,000	\$3,500	
6. Land Acquisition** (if applicable)						
Land appraisal, site assessment			\$10,000	\$9,000	\$1,000	
Right-of-way Acquisition	\$15,000/ac	5 acres	\$75,000	\$50,000	\$25,000	
Subtotal – Task 6			\$85,000	\$59,000	\$26,000	
**See attached schedule (Attachment 6) for details on land acquisition costs.						
GRAND TOTAL			\$302,000	\$252,000	\$50,000	

Grantees may move funds between line items within a task as needed to complete that task, but must notify DWR in writing (or by e-mail). As tasks are completed, remaining funds may be moved to another task with written approval from DWR. Transferring more than 10% of funds originally allotted for a task, or from a task not yet complete may require a contract amendment.

State of California
Department of Water Resources
Urban Streams Restoration Program
Land Acquisition Cost Schedule

Stream Name:

Indicate fee or easement:

Willing Seller? (check one) ☐ Yes ☐ No/ Unsure

ACQUISITION BUDGET				
I. Land Value	DWR Share	Other Share	Other Share Description	Total Cost
Fair Market Value				
Improvements				
Other				
Subtotal				
II. Associated Costs	DWR Share	Other Share	Other Share Description	Total Cost
Preliminary Title Rpt.				
Appraisal				
Negotiations				
Escrow				
Surveying				
Site Assessment				
Other				
Other				
Subtotal				
III. Other Costs	DWR Share	Other Share	Other Share Description	Total Cost
Administration				
Contingency				
Subtotal				
Grand Total				

ACQUISITION SCHEDULE		
Description	Timeframe	Comments
Request appraisals		
Submit appraisal and title report for State approval		
Submit instruments of conveyance, escrow instructions, and purchase agreements for State approval		
Close of escrow and complete acquisition		

